

**Web Design & Development Advisory Committee**

**Meeting Minutes**

 **Thursday 2nd June, 2016 \* 6:00—8:00 p.m.**

**Joan Stout Hall, Room 120**

**Members Present:** Aaron Johnson, Committee Chair, Jama Software; Eric Preisz, GG Interactive; Troy Uyan, Clark County; Bruce Wilson, Formations Design Group;

**Members Absent**: Bryan Helfrich, Formos

**Clark College:** Robert Hughes, Professor/CTEC Department Head; Kristl Plinz, CGT Dept. Head; Bruce Elgort, Instructor; Chris Martin, Instructor; Genevieve Howard, Dean of W/CTE; Cathy Sherick, Associate Dir. Of Instructional Planning & Innovation; Nichola Farron, Secretary Senior - Advisory Committees

Committee Chair Aaron Johnson called the meeting to order at 6.01pm and introductions were made: the committee welcomed Troy Uyan as a new member; a former student in the program, Troy now works for Clark County as a Programmer/Analyst.

As quorum was not present at the beginning of the meeting, voting to approve the minutes of October 19th 2015 was deferred until later in the meeting. Due to time constraints, a vote was not able to occur: the minutes will now be sent for approval via email.

Office of instruction Updates

Cathy outlined that there are plans to review committee structures over the summer break and come back with a fresh approach to ensuring advisory meetings are engaging and effective.

New members were reminded that they will need to undertake ethics training.

The Career Coach portal was also demonstrated, Bob also shared that the tool has been the basis for project activities for the CGT 106 UX Design class this past quarter.

The Academic plan has been completed to give the college a 5 year plan based on thematic goals with a focus on ‘guided pathways’ to help with student retention and completion.

Cathy continued that planning is underway for next year’s Advisory Recognition event: a survey has been sent out and responses are appreciated as the event format is revamped.

The pre-apprenticeship program through transitional studies is nearly ready to be launched and will offer a 10 week course on entry level skills for the trades.

*Committee Roster* - Nichola reminded the committee that, at present, the office of Vice Chair is vacant: as there were no immediate volunteers, it was decided to revisit during the next meeting.

The committee also discussed increasing membership for the committee: Kristl outlined she would like to see a representative from a creative placement agency. In addition, the committee were encouraged to pass on the details of any industry partners who would be interested in serving on the committee.

Director Report (please see attached PowerPoint notes, also available on committee website)

Bob outlined enrollment figures for the program which demonstrated consistent growth in the web based programs. There has been some ‘sideways’ movement of students but enrollment remains strong, particularly in foundation classes of CTEC 121 and 122. He outlined that a discussion on moving beyond pre-reqs to java script and PHP would be undertaken during the meeting. Issues surrounding enrollment across the discipline have been countered by clustering the 2nd year coding classes.

Bruce continued that tying the classes together has helped students recognize the need for preparation, and also prompted them to improve their skill sets. Another positive result has been the camaraderie that has developed in the WordPress class, and also the mentoring that has been evident in the PHP and SQL class.

Bob outlined that the challenge is that the department needs more qualifying students for CTEC 126 and 127 and there are continued concerns regarding the second year curriculum. Aaron enquired whether the concerns are a result of students not being prepared; or related to the caliber of students. Bob responded that, while the web courses serve multiple programs, this is not the case for the CTEC options. There is also the issue of students ‘finding’ the program options.

Bob continued that the CTEC 160 WordPress class is doing well in a hybrid format with students meeting one day a week and doing more online study.

Bruce shared that he has been able to integrate IBM Bluemix curriculum so that students are able to see AI and semantic programming; and also integrate with Python programming. One student demonstrated Watson analytics as the Vancouver Chamber of Commerce as a means of identifying character tone. The students are working on a ‘Clarkbot’ using Slack which connects with Canvas to give grade predictions etc.

Bob announced that collaborations with CHIFOO (Computer Human Interaction Forum of Oregon) continue and that students will be able to experience a professional workshop. In addition, he was pleased to report that 6 students from the Web Development program were honored at the recent OSWALD awards.

Kristl reported on her sabbatical activities, including numerous conference and networking events and meeting with educational/industry partners. She mentioned the unusually high increase in students pursuing CGT’s Web & Graphic Design programs this year, which was reflected in the program enrollment numbers that Bob shared earlier. In addition she outlined that 3 students are currently on their internships that focus on niche/specialized work.

Work Plan

The committee agreed that instructional quality and curriculum should be areas of continued focus.

In the areas of marketing and recruitment it was agreed that there needs to be a more effective way of tapping into the assets available: Bob reiterated that there is strong marketing department at the College and he hopes to connect with them to devise strategies to push the web programs.

*Proposed areas for Sub-Committee Focus:* Bob lead a discussion on 2 areas that it was felt would benefit from a designated sub-committee discussion.

*Hosting –* To facilitate the correct focused learning for students, there needs to be a more robust hosting solution. State guidelines for the purchasing of resources need to be considered.

This links to wider issue that this area is one of the weakest developed areas in students in terms of hiring: students need to have experience in all levels of production and recognize the benefit of establishing a professional web presence early on. Whilst students do understand how to code, they cannot always translate that it into achieving goals, or understand the tools for moving to server.

The committee agreed to work with the CTEC Dept. on developing this issue and providing feedback.

*Plagiarism and Copyright –* Kristl outlined that recent events involving a successful challenge by a student against a penalty for plagiarism have emphasized that the department needs to define a policy.

The committee offered their definitions of plagiarism & copyright infringement, and also discussed the problems for the industry in defining this area; especially considering that the nature of most web based materials is an ‘open source’ ethos that encourages sharing and replication. Also discussed was the certain amount of freedom that comes with defining fair use as ‘educational’, as well as the differences between the use of code and graphic materials. Kristl confirmed that her students are required to submit image citations, giving credit to image ownership when integrating materials for class projects.

The Department currently operates according to their written Academic Honesty policy and the Clark College student code of conduct, but the Deans decided that it is problematic in terms of application to this discipline. Kristl outlined that the vision is to have a web site, linked to the syllabus, with clear examples of what is acceptable. This would be a central resource for students, and would also be a common policy, shared resource for faculty. Genevieve reiterated that, in order to enforce any guidelines, the issue would need a written policy (web form would be applicable) stated in the syllabus.

Eric outlined that there are industry best practices in place for this area; the committee agreed that it was necessary to work to define a clearer policy. Bruce Wilson and Eric agreed to assist Kristl with defining the policy areas with the committee as a whole volunteering to provide input.

Review of Web Development Changes for catalog 2016-17 (please see slide 35 in attached presentation for overview)

Bob reminded those present that the committee approved a number of changes last year: the challenge is that more qualifying students are needed for java script with PHP and SQL 1. He continued that there needs to be some revision to course structure to make the pathway more defined and effective.

More sections are needed for CTEC 121, Introduction to Programming and Problem Solving, and CTEC 122, HTML Fundamentals; but there are some budget and staffing constraints. CTEC 122 continues to be full every quarter, there are limitations with eight week quarter time constraints that prohibit CTEC 121 from being staged in the summer.

There are limitations in current class structure in terms of class limits, and the skills needed by students. One solution could be to combine CTEC 228 and CTEC 260 into one class (CTEC 265 Applied Web Development) as students don’t need API and WordPress as individual classes.

Other proposals included the integration of HDEV 200 (Workplace Success) as part of the work and career preparation area for the Web Development AAT.

*Following discussion of the course structure revision outlined in the attached presentation, Eric made a motion to approve the changes as defined, but included the following further revisions*

* *Change course title from Web Skills Portfolio to Web Development Portfolio (CTEC 293)*
* *Increase new Web Development Portfolio class from 3 to 4 credits.*

*Bruce seconded the motion and it was passed unanimously by the committee.*

Next Meeting Date

The committee agreed to meet again on Thursday 13th October at 6.00pm

Aaron adjourned the meeting at 8.02pm.

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Prepared and submitted by Nichola Farron